 **HOLLOWELL & TEETON PARISH COUNCIL**

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Date: 6 March 2024

To: All Parish Councillors

From: Gillian Greaves, Clerk to Hollowell & Teeton Parish Council Gillian Greaves

Dear Councillor

You are summoned to the **Annual Meeting of** **Hollowell & Teeton Parish Council** to be held on **Wednesday 13 March 2024 at Hollowell & Teeton Village Hall,** commencing at **7.30 p.m.** where the under mentioned business will be transacted. Members of the public and press are invited to attend.

**AGENDA**

**24/036 Receive and approve apologies for absence.**

**24/037 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.**

**24/038 Receive and approve for signature the minutes of the Extraordinary meeting held on 7 February 2024.**

**24/039 Note any matters arising from the minutes not included on the agenda for report only.**

**24/040 Public Participation.**

**24/041 Neighbourhood Watch and Police Liaison – receive an update from the Chairman**

**24/042 Correspondence – requiring a response or a decision.**

 **WNC Alan Burns West Northants Community Spring Clean Month.**

 **SNH Beat Bus for March 2024.**

 **West Northamptonshire Parish Council, and Kier Tree planting project – invitation to take part.**

**24/043 Planning** – to consider any planning consultation papers, applications and completions received.

1. **Update:**

|  |  |  |
| --- | --- | --- |
| **Application no** | **Location** | **Description** |
| **2024/0150/FULL** | **Rosemount 18 Church Hill Hollowell NN6 8RR** | **Demolition of existing dwelling and erection of replacement dwelling** |

1. **Rural Area Settlement Hierarchy (WNC Local Plan): Chairman to report and Council to determine response to questionnaire.**

**24/044 Pocket Park**

 **24/044/1 HPPAC -** receive an update from Cllrs Curtis and approve any action.

 **24/044/2 Monthly/Annual Report -** receive the monthly report on the Pocket Park from Cllr Tomalinand agree actions to address issues raised.

 **24/044/3 Complaint received concerning dog fouling in the Pocket Park. Council to consider monitoring report and further action.**

**24/045 Finance & Administration:**

 **24/045/01 Bank reconciliation 29 February 2024–** separate paper circulated prior to meeting.

 **24/045/02 Receipts &** **Payments -** To note receipts and approve payments.

 **Receipts - none**

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| --- | --- | --- | --- | --- | --- |
| BP | G Greaves | Clerks Salary March 2024 plus 4 additional hours  |  | £346.70 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE March 2024 |  | £86.80 | LGA 1972 s112 |
| BP | G Greaves | Clerks Travel Expenses March 2024 £11.70 |  | £11.70 | LGA 1972 s112 |
| BP | G Greaves | Clerks Homeworking/phone/broadband allowance Oct – Mar 24 |  | £100.00 | LGA 1972 s112 |
| BP | Total Energy  | Electricity Supply Invoice  | £tbc | £tbc | Highways Act 1980 |
| BP | Hollowell Village Hall  | Hollowell Hall Hire 2022/2023  |  | £tbc | LGA 1972 s112 |
| BP | Unity Trust Bank | Bank Charges Jan-Mar 24 (31.3.2024) |  | £18.00 | LGA 1972 s112 |

**24/046 Parish Council Domains Helper Service – Chairman to report and Council to determine response:**

**24/047 Consider the Tree Survey Report, quotation for remedial works and agree any action.**

**24/048 Changes to Street Lighting UMS Procedure: Chairman to report and Council to determine response**

**24/049 Portrait of King Charles III – Chairman to brief and Council to decide whether to order.**

**24/050 Public Bus Service 59 / 60: Chairman to report on changes to service provider and Council to note.**

**24/051 Date of the Annual Parish Meeting followed by the Annual Meeting of the Parish Council Wednesday 15 May 2024 at 7.30 pm.**

**24/052 Close.**